

MONTHLY BULK TERMINAL REPORT
FORM EIA-811

This report is mandatory under Public Law 93-275. You are not required to respond to any Federally sponsored collection of information unless it displays a valid OMB number. For the provisions concerning the confidentiality of information and sanctions, see Sections VII and VIII of the instructions.

PART A: RESPONDENT IDENTIFICATION

Reporting Company Name

Street/RFD/PO Address

City

State

Zip Code

Enter the name and address of the reporting company. Check the box provided if you are reporting a change. ☐

Facility Name

EIA ID Number

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Report Period: Year

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Month

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If a resubmission, insert X in the block

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BULK TERMINAL ACTIVITY
(Thousand Barrels)

PART B: COMMENTS (Identify any unusual aspects of your reporting month's operations)

PART C: CONTACT INFORMATION (person most knowledgeable about the reported data)

Contact Name: (Check box if new contact person) ☐

Title:

Phone Number: () -

Fax Number: () -

E-Mail Address:

Signature:

Date:

EIA ID Number

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Report Period: Yr.

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If a resubmission, insert X in the block

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PART D: STOCKS OF PETROLEUM PRODUCTS (Thousand Barrels)

State	Code	Motor Gasoline				Finished Aviation Gasoline 111	Special Naphthas 051	Kerosene 311
		Reformulated 150	Oxygenated 151	Other Finished 152	Blending Components 134			
Alabama	001							
Alaska	002							
Arizona	004							
Arkansas	005							
California	006							
Colorado	008							
Connecticut	009							
Delaware	010							
District of Columbia	011							
Florida	012							
Georgia	013							
Hawaii	015							
Idaho	016							
Illinois	017							
Indiana	018							
Iowa	019							
Kansas	020							
Kentucky	021							
Louisiana	022							
Maine	023							
Maryland	024							
Massachusetts	025							
Michigan	026							
Minnesota	027							
Mississippi	028							
Missouri	029							
Montana	030							
Nebraska	031							
Nevada	032							
New Hampshire	033							
New Jersey	034							
New Mexico	035							
New York	036							
North Carolina	037							
North Dakota	038							
Ohio	039							
Oklahoma	040							
Oregon	041							
Pennsylvania	042							
Rhode Island	044							
South Carolina	045							
South Dakota	046							
Tennessee	047							
Texas	048							
Utah	049							
Vermont	050							
Virginia	051							
Washington	053							
West Virginia	054							
Wisconsin	055							
Wyoming	056							
U.S. TOTAL	999							
Puerto Rico	072							
Virgin Islands	078							

If a resubmission, insert X in block

PART D: STOCKS OF PETROLEUM PRODUCTS (Thousand Barrels)

State	Code	Jet Fuel		Distillate Fuel Oil		Lubricants 854	Asphalt and Road Oil 931	Miscellaneous Products 888
		Naphtha- type 211	Kerosene- type 213	0.05% Sulfur and Under 461	Over 0.05% Sulfur 462			
Alabama	001							
Alaska	002							
Arizona	004							
Arkansas	005							
California	006							
Colorado	008							
Connecticut	009							
Delaware	010							
District of Columbia	011							
Florida	012							
Georgia	013							
Hawaii	015							
Idaho	016							
Illinois	017							
Indiana	018							
Iowa	019							
Kansas	020							
Kentucky	021							
Louisiana	022							
Maine	023							
Maryland	024							
Massachusetts	025							
Michigan	026							
Minnesota	027							
Mississippi	028							
Missouri	029							
Montana	030							
Nebraska	031							
Nevada	032							
New Hampshire	033							
New Jersey	034							
New Mexico	035							
New York	036							
North Carolina	037							
North Dakota	038							
Ohio	039							
Oklahoma	040							
Oregon	041							
Pennsylvania	042							
Rhode Island	044							
South Carolina	045							
South Dakota	046							
Tennessee	047							
Texas	048							
Utah	049							
Vermont	050							
Virginia	051							
Washington	053							
West Virginia	054							
Wisconsin	055							
Wyoming	056							
U.S. TOTAL	999							
Puerto Rico	072							
Virgin Islands	078							

EIA ID Number

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Report Period: Yr.

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 Mo.

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PART D: STOCKS OF PETROLEUM PRODUCTS (Thousand Barrels)

State	Code	Residual Fuel Oil by Sulfur Content			Pentanes Plus 220
		Under 0.31% 508	0.31% to 1.00% (incl.) 509	Over 1.00% 510	
Alabama	001				
Alaska	002				
Arizona	004				
Arkansas	005				
California	006				
Colorado	008				
Connecticut	009				
Delaware	010				
District of Columbia	011				
Florida	012				
Georgia	013				
Hawaii	015				
Idaho	016				
Illinois	017				
Indiana	018				
Iowa	019				
Kansas	020				
Kentucky	021				
Louisiana	022				
Maine	023				
Maryland	024				
Massachusetts	025				
Michigan	026				
Minnesota	027				
Mississippi	028				
Missouri	029				
Montana	030				
Nebraska	031				
Nevada	032				
New Hampshire	033				
New Jersey	034				
New Mexico	035				
New York	036				
North Carolina	037				
North Dakota	038				
Ohio	039				
Oklahoma	040				
Oregon	041				
Pennsylvania	042				
Rhode Island	044				
South Carolina	045				
South Dakota	046				
Tennessee	047				
Texas	048				
Utah	049				
Vermont	050				
Virginia	051				
Washington	053				
West Virginia	054				
Wisconsin	055				
Wyoming	056				
U.S. TOTAL	999				
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PART D: STOCKS OF PETROLEUM PRODUCTS (Thousand Barrels)

State	Code	Liquefied Petroleum and Refinery Gases			
		Ethane/Ethylene 110	Propane/Propylene 231	Normal Butane/Butylene 232	Isobutane/Isobutylene 233
Alabama	001				
Alaska	002				
Arizona	004				
Arkansas	005				
California	006				
Colorado	008				
Connecticut	009				
Delaware	010				
District of Columbia	011				
Florida	012				
Georgia	013				
Hawaii	015				
Idaho	016				
Illinois	017				
Indiana	018				
Iowa	019				
Kansas	020				
Kentucky	021				
Louisiana	022				
Maine	023				
Maryland	024				
Massachusetts	025				
Michigan	026				
Minnesota	027				
Mississippi	028				
Missouri	029				
Montana	030				
Nebraska	031				
Nevada	032				
New Hampshire	033				
New Jersey	034				
New Mexico	035				
New York	036				
North Carolina	037				
North Dakota	038				
Ohio	039				
Oklahoma	040				
Oregon	041				
Pennsylvania	042				
Rhode Island	044				
South Carolina	045				
South Dakota	046				
Tennessee	047				
Texas	048				
Utah	049				
Vermont	050				
Virginia	051				
Washington	053				
West Virginia	054				
Wisconsin	055				
Wyoming	056				
U.S. TOTAL	999				
Puerto Rico	072				
Virgin Islands	078				

If a resubmission, insert X in the block

PART D: STOCKS OF PETROLEUM PRODUCTS (Thousand Barrels)

State	Code	Oxygenates						
		Fuel Ethanol 141	ETBE 142	Methanol 143	MTBE 144	TAME 145	TBA 146	Other Oxygenates 444
Alabama	001							
Alaska	002							
Arizona	004							
Arkansas	005							
California	006							
Colorado	008							
Connecticut	009							
Delaware	010							
District of Columbia	011							
Florida	012							
Georgia	013							
Hawaii	015							
Idaho	016							
Illinois	017							
Indiana	018							
Iowa	019							
Kansas	020							
Kentucky	021							
Louisiana	022							
Maine	023							
Maryland	024							
Massachusetts	025							
Michigan	026							
Minnesota	027							
Mississippi	028							
Missouri	029							
Montana	030							
Nebraska	031							
Nevada	032							
New Hampshire	033							
New Jersey	034							
New Mexico	035							
New York	036							
North Carolina	037							
North Dakota	038							
Ohio	039							
Oklahoma	040							
Oregon	041							
Pennsylvania	042							
Rhode Island	044							
South Carolina	045							
South Dakota	046							
Tennessee	047							
Texas	048							
Utah	049							
Vermont	050							
Virginia	051							
Washington	053							
West Virginia	054							
Wisconsin	055							
Wyoming	056							
U.S. TOTAL	999							
Puerto Rico	072							
Virgin Islands	078							

MONTHLY BULK TERMINAL REPORT FORM EIA-811 INSTRUCTIONS

For help in completing this form, please contact the
Form EIA-811 Project Manager at (202) 586-1795.

I. PURPOSE

The Energy Information Administration (EIA) Form EIA-811, "Monthly Bulk Terminal Report," is used to collect data on end-of-month stocks of petroleum products pursuant to Section 13(b) of the Federal Energy Administration (FEA) Act of 1974, Public Law 93-275.

The data appear in the Energy Information Administration (EIA) publications, *Petroleum Supply Monthly*, *Monthly Energy Review*, *Petroleum Supply Annual*, and the *Annual Energy Review*.

II. WHO MUST SUBMIT

The Form EIA-811 must be completed by every bulk terminal operating company located in the 50 States, the District of Columbia, Puerto Rico, the Virgin Islands, and other U.S. possessions. In addition, the Form EIA-811 must be completed by merchant oxygenate plants that produce oxygenates.

A bulk terminal is primarily used for storage and/or marketing of petroleum products which has a total bulk storage capacity of 50,000 barrels or more, and/or receives petroleum products by tanker, barge, or pipeline. Bulk terminal facilities associated with a product pipeline are to be included in this report.

III. WHEN TO SUBMIT

The Form EIA-811 must be filed with the EIA by the 20th calendar day following the end of the report period (i.e., the "Monthly Bulk Terminal Report" covering the January 2000 report period must be received by February 20, 2000).

IV. WHERE TO SUBMIT

Survey forms can be submitted by either mail, facsimile, or electronic transmission.

Mail completed forms to:

Energy Information Administration, EI-45
Mail Station: 2G- 024 Forrestal
U.S. Department of Energy
Washington, DC 20585
Attn: EIA-811

Fax completed forms to: (202) 586-6323 or 1076

Additional copies of the EIA-811 form and instructions are also available on the EIA Website at www.eia.doe.gov. Click on Petroleum; then Survey Forms on the sidebar at the left of the screen.

Electronic Transmission:

If you have a personal computer and wish to prepare and transmit data electronically, please contact the PC Electronic Data Reporting Option (PEDRO) Support Staff at (202) 586-9659.

V. FORM COMPLETION PROCEDURES

PART A. RESPONDENT IDENTIFICATION/ REPORT PERIOD

Respondent Identification

Enter the name and address of the reporting company. Check the box provided if you are reporting a change.

EIA Identification (ID) Number

Enter the 10-digit EIA ID Number. If you do not have a number, submit your report leaving this field blank. EIA will advise you of the number.

Report Period

The monthly report period begins at 12:01 a.m. on the first day of the month and ends midnight of the last day of the month.

Indicate year and month (e.g., January 2000 is: Year 00 Month 01).

Resubmission

Resubmissions are required whenever an error greater than 5 percent of the true value is discovered by a respondent or if requested by the EIA.

Enter "X" in the resubmission block if you are correcting information previously reported.

Identify only those data cells and lines which are affected by the changes. You are not required to file a complete form when you resubmit, but be sure to complete the EIA ID number, the report period for which you are resubmitting, and contact information.

PART B. COMMENTS

Explain any unusual or substantially different aspects of your reporting month's operations that affect the data reported.

PART C. CONTACT INFORMATION

Enter the name, title, telephone number, fax number, and E-mail address of the person to contact concerning information shown on the report. The person listed should be the person most knowledgeable of the specific data reported. Check the box provided if the contact information is different from the prior month.

PART D. BULK TERMINAL STOCKS

Definitions of petroleum products and other terms are also provided for your use. Please refer to these definitions before completing the survey form.

Repeat the EIA Identification Number and report period on each page.

If this is a resubmission, check the appropriate box.

Report all quantities to the nearest whole number in **thousand barrels** (42 U.S. gallons/barrel). Quantities ending in 499 or less are rounded down, and quantities ending in 500 or more are rounded up (e.g., 106,499 barrels are reported as 106 and 106,500 barrels are reported as 107).

Report data only for those lines which are applicable to your operation. If there is no data for a specific line, leave the entire line blank. Shaded cells on the form are those in which data are not currently required to be reported.

Report all stocks in the **custody** of the bulk terminal company regardless of ownership. Exclude any leased tankage at other facilities. Reported stock quantities should represent actual measured inventories where an actual physical measurement is possible.

Report stocks as of midnight of the last day of the report month, corrected to 60° degrees Fahrenheit (°F) less basic sediment and water (BS&W).

Report stocks of mixed liquefied petroleum gases (including unfractionated streams) by the individual components (i.e., ethane, propane, normal butane, isobutane, and pentanes plus) as determined by chemical analysis.

Report all domestic and foreign stocks held at bulk terminals and in transit thereto, except those in transit by pipeline. Petroleum products in transit by pipeline are reported by pipeline operators on Form EIA-812, "Monthly Product Pipeline Report." Include foreign stocks only after entry through Customs. Exclude stocks of foreign origin held in bond.

For purposes of this report, "after entry through Customs" is said to occur on"

- the "entry date;" specified on the U.S. Customs Form CF7501, "Entry Summary;" or
- the "date of withdrawal conditionally free of duty" specified on U.S. Customs Form CF 7501, "Entry Summary;" or
- the "import date" specified on the U.S. Customs Form 214, "Application for Foreign Trade Zone Admission and/or Status Designation;" or
- the "date of exportation" specific on the U.S. Department of Commerce Form 7525-V, "Shipper's Export Declaration," for shipments from Puerto Rico to the 50 States and the District of Columbia.

Include stocks of oxygenates held at merchant oxygenate production facilities operated by your company. Merchant facilities are oxygenate production plants that are not associated with a petroleum refinery.

Other Oxygenates (Code 444) includes other aliphatic alcohols and aliphatic ethers intended for motor gasoline blending (e.g., isopropyl ether (IPE) or n-propanol).

Do not report oxygenates as motor gasoline blending components (produce code 134) unless they have been commingled with motor gasoline blending components.

Include stocks in aboveground and underground storage as well as rail cars associated with the facility.

VI. PROVISIONS REGARDING CONFIDENTIALITY OF INFORMATION

The Office of Legal Counsel of the Department of Justice concluded on March 20, 1991, that the Federal Energy Administration Act requires the Energy Information Administration to provide company-specific data to the Department of Justice, or to any other Federal agency when requested for official use, which may include enforcement of Federal law. The information contained on this form may also be made available, upon request, to another component of the Department of Energy (DOE), to any Committee of Congress, the General Accounting Office, or other Congressional agencies authorized by law to receive such information. A court of competent jurisdiction may obtain this information in response to an order.

The information contained on this form will be kept confidential and not disclosed to the public to the extent that it satisfies the criteria for exemption under the Freedom of Information Act (FOIA), 5 U.S.C. §552, the DOE regulations, 10 C.F.R. §1004.11, implementing the FOIA, and the Trade Secrets Act, 18 U.S.C. §1905.

Upon receipt of a request for this information under the FOIA, the DOE shall make a final determination whether the information is exempt from disclosure in accordance with the procedures and criteria provided in the regulations. To assist us in this determination, respondents should demonstrate to the

DOE that, for example, their information contains trade secrets or commercial or financial information whose release would be likely to cause substantial harm to their company's competitive position. A letter accompanying the submission that explains (on an element-by-element basis) the reasons why the information would be likely to cause the respondent substantial competitive harm if released to the public would aid in this determination. A new justification does not need to be provided each time information is submitted on the form, if the company has previously submitted a justification for that information and the justification has not changed.

The data collected on Form EIA-811, "Monthly Bulk Terminal Report," is used to report aggregate statistics on and conduct analyses of end-of-month stocks of petroleum products at bulk terminal facilities. The data appear in EIA publications such as *Petroleum Supply Monthly* (PSM), *Monthly Energy Review*, *Petroleum Supply Annual* (PSA), and the *Annual Energy Review*. Company specific data are also provided to other DOE offices for the purpose of examining specific refinery operations in the context of emergency response planning and actual emergencies.

Tables are published in the *PSM* and *PSA* based on the data submitted on the Form EIA-811. Data on Table 51, "Stocks of Crude Oil and Petroleum Products by PAD District," Table 52, "Refinery Bulk Terminal, and Natural Gas Plant Stocks of Selected Petroleum Products by PAD District and State" and the corresponding *PSA* tables are subject to statistical nondisclosure procedures. Statistics representing data aggregated from less than three companies or aggregated data representing 60 percent or more of a single company's data are suppressed. In addition, complementary suppression is performed to avoid any residual disclosure.

With the exception of the tables listed above, the tables are not subject to statistical nondisclosure procedures. Thus, there may be some table cells which are based on data from only one or two respondents, or which are dominated by data from one or two large respondents. In these cases, it may be possible for a knowledgeable user of the data to make inferences about the data reported by a specific respondent.

VII. SANCTIONS

The timely submission of Form EIA-811 by those required to report is mandatory under Section 13(b) of the Federal Energy Administration Act of 1974 (FEAA) (Public Law 93-275), as amended. Failure to respond may result in a civil penalty of not more than \$2,500 for each violation, or a fine of not more than \$5,000 for each willful violation.

VIII. FILING FORMS WITH FEDERAL GOVERNMENT AND ESTIMATED REPORTING BURDEN

Respondents are not required to file or reply to any Federal collection of information unless it has a valid OMB control number. Public reporting burden for this collection of information is estimated to average 1 hour and 45 minutes per manual response and 1 hour per response by electronic transmission, including the time of reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information including suggestions for reducing this burden to: Energy Information Administration, Statistics and Methods Group, EI-70, 1000 Independence Avenues, S.W., Washington, D.C. 20585; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

The government may bring a civil action to prohibit reporting violations which may result in a temporary restraining order or a preliminary or permanent injunction without bond. In such civil action, the court may also issue mandatory injunctions commanding any person to comply with these reporting requirements.